CHAPTER 340 DEPARTMENT OF EMPLOYE RELATIONS

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- **340-1. Department Established.** There is created a department of employe relations, under the supervision of a director of employe relations, with the following responsibilities:
- 1. Employe benefits administration, including but not limited to health benefits programs for city employes, workers' compensation, injury pay, social security and group life insurance, unless otherwise provided by law or contract.
 - **2.** Employe safety.
 - 3. Labor relations.
- 4. Personnel administration, including providing staff support to the city service commission.
- **5.** Providing staff support to the equal rights commission.
- **6.** Providing staff support to the fire and police commission.
- **340-7. Personnel.** The employe benefits manager, who is the equivalent to the employe benefits administrator under s. 62.51, Wis. Stats., shall be subject to the direction and control of the director of employe relations.
- **340-9. Records.** The director of employe relations shall be the authority, as defined in s. 19.32(1), Wis. Stats., for records of the director's office. Each division director in the department of employe relations shall be the authority, as defined in s. 19.32(1), Wis. Stats., for records of their respective division.

340-11. Division of Labor Relations.

1. DIVISION CREATED. There is created a division of labor relations in the department of employe relations under the direction and control of the labor negotiator. Such division of labor relations shall be responsible for all labor negotiations between the city and its employes under s. 111.70, Wis. Stats., and such other labor matters as may be related to the subject matter of that section.

- 3. RELATIONSHIP TO COMMON COUNCIL. The labor negotiator shall perform his or her duties in close liaison with both the common council and the finance and personnel committees.
- 4. DEPARTMENTAL
 COOPERATION. Every department of city
 government shall cooperate with the labor
 negotiator to the end that he may discharge his
 duties and responsibilities as contemplated by
 this section; departments are directed to
 cooperate fully with the labor negotiator in this
 purpose.
- **340-21. Central Safety Committee. 1.** There is created a central safety committee, which is attached to the department of employe relations. The committee shall consist of members, and their alternates, if any, who shall be appointed by the following department heads:

Number of

Representatives a. Administration 1 b. Assessor's office 1 1 C. City attorney 1 d. City development e. Employe relations 1 2 f. Harbor commission 1 g. Health 1 h Library 1 i. Neighborhood services 1 Police 1 k. Public works 9

- **2.** The central safety committee may include, on an as-needed-basis, ad hoc members with expertise in certain safety-related areas.
- **3.** The chairperson of the central safety committee shall be appointed by the director of employe relations.

340-23 Department of Employe Relations

340-23. Employe Safety. The department of employe relations shall:

- 1. Develop a city-wide employe accident prevention and control program for all departments and agencies under control of the common council.
- Submitto the mayor and common 2. council not later than February 20, and each quarter thereafter, an analysis of the employe accident and severity rates for all city departments and agencies as of the quarter ending the first day of the preceding month. The department shall include in such report, at any intervening interval, recommendations on appropriate action necessary or advisable to be taken by the various departments, boards, commissions or agencies or by the mayor and common council to reduce such rates and to keep expenditures from the worker's compensation fund to the minimum.
 - **3.** Recommend at appropriate times:
- a. Safety devices and practices to be used by departments and agencies under control of the common council.
- b. Employe safety education programs.
- c. Standardson which safety devices such as safety prescription glasses will be authorized.
- 4. Prepare the annual budget request for various commonly used safety devices as part of the department's total annual budget request.

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Department of Employe Relations 340-(HISTORY)

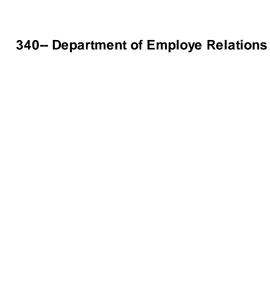
LEGISLATIVE HISTORY CHAPTER 340

Abbreviations:

am = amended	ra = renumbered and amended	rn = renumbered
cr = created	rc = repealed and recreated	rp = repealed

Section	Action	<u>File</u>	<u>Passed</u>	<u>Effective</u>
ch. 340	cr	881143	10/11/88	12/25/88
340-1-0	am	892173	3/20/90	4/7/90
340-1-2	am	891615	12/19/89	1/13/90
340-1-5	cr	020593	11/8/2002	1/1/2003
340-1-6	cr	020593	11/8/2002	1/1/2003
340-3	rp	892173	3/20/90	4/7/90
340-5	rp	892173	3/20/90	4/7/90
340-7	am	901415	12/21/90	1/12/91
340-7	am	911321	12/20/91	1/14/92
340-7 340-11 340-21 340-21-1 340-21-1 340-21-1-c 340-21-2 340-21-3 340-23 340-23	am rn from 2-275 rn from 2-196.2 rc rc rc am (rn to 340-21-1-j) cr cr rn from 2-196.5 rc	001458 881930 881930 920837 930451 951008 980963 920837 920837 881930 891615	2/27/2001 3/7/89 3/7/89 9/17/92 7/27/93 12/19/95 12/18/98 9/17/92 9/17/92 3/7/89	3/16/2001 3/25/89 3/25/89 10/6/92 8/13/93 1/13/96 1/1/99 10/6/92 10/6/92 3/25/89 1/13/90
340-23-5	rp	920837	9/17/92	10/6/92
340-25	rn from 312-25	891615	12/19/89	1/13/90
340-25	rn from 2-122.7	881930	3/7/89	3/25/89
340-25	rc	891292	10/31/89	11/18/89

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